

UNITED STATES BANKRUPTCY COURT  
SOUTHERN DISTRICT OF FLORIDA  
West Palm Beach Division

IN RE:

,  
Debtor.  
\_\_\_\_\_ /

CASE NO.: -BKC-PGH  
CHAPTER:

**ORDER SPECIALLY SETTING EVIDENTIARY HEARING**

The Court, having determined that it is appropriate to schedule deadlines in order to expedite and facilitate the hearing upon this matter, hereby,

**ORDERS AND ADJUDGES** as follows:

1. The hearing on \_\_\_\_\_ is set for (date) at (time) at the United States Bankruptcy Court, (address) in Courtroom \_\_\_\_\_. No continuances will be granted for any reason on this matter.

2. The parties have represented to the Court that all discovery has been completed. Therefore, no additional discovery

**will be permitted.**

3. On or before five (5) business days prior to the hearing, the respective parties shall file a bilateral prehearing stipulation containing a statement of uncontested facts. The failure of counsel to prepare and submit the bilateral stipulation may result in sanctions.

4. On or before five (5) business days prior to the hearing each side shall file, with a copy to opposing counsel the following:

(a) An exhibit list showing the exhibits, including deposition transcripts, intended to be offered as evidence at the hearing. Movants and/or Plaintiffs shall mark their exhibits numerically. Respondents and/or Defendants shall mark their exhibits alphabetically; and

(b) A witness list.

5. Objections to the use of deposition transcripts or admissibility of exhibits shall be made and served by fax or e-mail on opposing counsel three (3) business day prior to the hearing.

6. On or before five (5) business days prior to the hearing, each side shall file any written opening statement the party wishes the Court to read before the hearing begins. A copy of the written opening statement shall be provided to opposing counsel by fax or e-mail. Oral opening statements will normally not be permitted.

7. The following procedures will be utilized at the hearing in this matter:

(a) Statement of Purpose. The purpose of this particular procedure is to streamline the presentation of direct testimony in the hearing, thus reducing the hearing time without sacrificing due process and a fair hearing;

(b) Procedure. For each witness to be called on behalf of any client's case, the attorney shall prepare a succinct written statement of the direct testimony which that witness would be prepared to give as though questions were propounded in the usual fashion. Each statement of fact shall be separate, sequentially numbered, and shall contain only facts which are relevant and material to the contested issue before the Court, avoiding redundancies, hearsay, and other obvious objectionable statements. The statement shall be signed under penalty of perjury by the declarant. Such statements may be referenced as the witnesses' "sworn declaration of fact". The original and one copy of the sworn declarations shall be marked as exhibits and a copy delivered to each party or attorney to the action on or before one (1) business day prior to the hearing. Please draft these statements as succinctly as possible; and

(c) If opposing counsel desires to object to any of the statements or portions thereof, he/she may do so at the time the sworn declaration of each respective witness is offered to the Court. The witness shall then be sworn and asked if the statement correctly reflects his/her testimony if he/she were to be asked the

appropriate question. Assuming an affirmative answer, opposing counsel is then free to cross-examine the witness. At the conclusion of cross-examination, the party whose witness is on the stand may conduct oral redirect examination in the usual manner and opposing counsel may then conduct recross-examination. This procedure does not preclude legitimate rebuttal testimony in the usual manner. Obviously, counsel will not be expected to prepare a sworn declaration of facts for an adverse or hostile witness even though he/she may call that witness to testify.

**8. On the day of the hearing, the parties shall be prepared to provide a set of pre-marked exhibits to the Court and opposing counsel, and copies of relevant exhibits to the witness(es).**

9. At the conclusion of the hearing the Court, in lieu of final argument, may request that each party submit a proposed Memorandum Opinion incorporating findings of fact and conclusions of law in Word Perfect format via e-mail to chambers at: **PGH\_Chambers@flsb.uscourts.gov.**

10. Electronic devices, including but not limited to cameras, cellular phones, pagers, personal data assistants (PDA), laptop computers, radios, tape-recorders, etc. **are not permitted** in the courtroom or other environs of this court. These restrictions do not apply to attorneys permitted to practice law within the Southern District of Florida who are members of the Florida Bar with a valid Florida Bar identification card or pro hac vice order,

U.S. government or State of Florida law enforcement officers, court licensed court reporters, U.S. Trustee's Office staff and designated bankruptcy trustees. **No one is permitted to bring a camera into a federal courthouse facility except with a written order signed by a Judge and verified by the U.S. Marshal's Service.** Photo identification is required to gain entrance to all federal courthouse buildings. See Local Rule 5001-2(C).

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Copies furnished to: